

STATE OF CALIFORNIA
BUSINESS, TRANSPORTATION AND HOUSING AGENCY
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
MANUFACTURED HOUSING SECTION

COLLECTION NUMBER _____

FEE RECEIVED \$ _____

DATE _____

APPROVED _____ DISAPPROVED

CONDITIONS (See Attached Letter)

MH Program Technician's Signature

APPLICATION FOR REPLACEMENT INSIGNIA

SUBMIT THIS APPLICATION WITH THE APPROPRIATE REPLACEMENT INSIGNIA FEE TO THE DEPARTMENT OFFICE AS ADDRESSED BELOW:

PLEASE REFER TO THE BACK OF THIS FORM, FOR INSTRUCTIONS.

MANUFACTURED HOUSING SECTION

P.O. Box 31, Sacramento, CA 95812-0031 (916) 445-3338

1

I/WE REQUEST REPLACEMENT OF LOST CA INSIGNIA(S) OR HUD LABEL(S) FOR:
(CHECK APPROPRIATE BOX)

☐ MANUFACTURED HOME

☐ COMMERCIAL COACH

☐ MULTI-UNIT MANUFACTURED HOME

☐ SPECIAL PURPOSE COMMERCIAL COACH

2

APPLICANT _____

OWNER _____

Address _____

Address _____

City/State/Zip _____

City/State/Zip _____

Telephone _____

Telephone _____

County _____

Bus. Phone _____

(For California Residents Only)

3

LOCATION OF UNIT IF DIFFERENT THAN ABOVE

4

UNIT INFORMATION

MANUFACTURER'S NAME _____

DATE OF MFG. _____ MAKE/MODEL _____

DECAL/LICENSE
NUMBER(S)

UNIT SERIAL NUMBER(S)

CA INSIGNIA/HUD LABEL
NUMBER(S)

5

REPLACEMENT CALIFORNIA INSIGNIA OR HUD LABEL: I/WE CERTIFY THAT THERE HAVE BEEN NO ALTERATIONS, ADDITIONS, OR MODIFICATIONS TO THE UNIT WHICH WOULD AFFECT COMPLIANCE WITH APPLICABLE CALIFORNIA OR FEDERAL LAW OR THE RULES AND REGULATIONS ADOPTED BY THE DEPARTMENT.

Owner's Signature _____ Date _____

Applicant's Signature _____ Date _____

INSTRUCTIONS for COMPLETING HCD 416

1. Do not write on the section of the application entitled, "**Department Use Only**" that appears on the top right hand corner.
2. Fill out all blank spaces with the requested information. If you do not have the requested information, simply write "Unknown." Please ensure that you enclose the proper replacement insignia fee.
3. Payment is expected in the form of a check or money order payable to the "**CA Department of Housing and Community Development.**"

PLEASE DO NOT SEND CASH.

4. The replacement insignia fee for a manufactured home, multi-unit manufactured home, commercial coach, special purpose commercial coach and recreational vehicle is \$17.00 per insignia replaced (For Example: a singlewide = \$17.00, a doublewide = \$34.00, a triplewide \$51.00, etc.). This fee is applied toward the processing cost, and is not refundable if this application is subsequently withdrawn, nor will it be credited to any other requested service.

THINGS TO REMEMBER

California Health and Safety Code Section 18026 requires that a HUD label or California insignia be affixed to the structure at the time of the title or occupancy transfer, which means:

- A replacement insignia must be secured prior to a title transfer request.
 - If no original HUD label or California insignia record is found, a compliance inspection will be necessary prior to the issuance of the replacement insignia.
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NEED ASSISTANCE?
THEN CALL THIS OFFICE:
Manufactured Housing Section
(916) 445-3338